

Project Engagement Form						Preparation Date	7th September 2026
Project Name	Abu Dhabi Pension Fund	Presales Name		Service Lead	Shabaj	Service Lead Site Visit Status	
Client Name	Fatima	Planned Duration (Days)	2days	Start Date		Planned End Date	
Sales Manager	Alswarya	Estimated Man-Days	Manday (3 Engineer	Total Project Value	34794.9	Payment Terms	40 DAYS PDC
PAF No.	KT/ADPF/02-09-26/01	Purchase Planning Document Status	Yes	Any Material Delays Visibility, which can delay project			
Sales Handover Remarks on Customer Expectations	Installation & configuration of Yeelink meeting board and other accessories.						
Presales Handover Remarks							
Service Takeover Remarks							
Assumptions (If Any)							
Sales Manager Name & Signature- Alswarya		Presales Name & Signature		Service Lead Name & Signature-Talha		Business Coordinator Signature - Irish Anne	
							
Project Exit Form						Preparation Date	07th Sep 2026
Project Name	Abu Dhabi Pension Fund	Planned Duration (Days)	2days	Actual Duration (Days)		Delay (Days)	
Client Name	Fatima	Start Date		Planned End Date		Actual End Date	
Sales Manager	Alswarya	Estimated Man-Days		Actual Man-Days		Man-Day Variance	
Total Project Value	34794.9	Scope Completed (Yes/No)		Change Requests (Yes/No)		CR Billed (Yes/No)	
Final Invoice Submitted (Yes/No)		Invoice Date		Final Payment Received (Yes/No)		Payment Date	
Outstanding Amount		Client Sign-off (Yes/No)		Closure Date		Milestone 1	
						Milestone 2	
						Milestone 3	
Remarks							
Sales Manager (Customer Feedback)							
Business Coordinator/Manager (Project Coordination Feedback)							
Service Manager Remark							
Mamata (Business Operation Update) on Revised booking +/-							
Signed By:							
Sales Manager	Business Coordinator	Project Engineer	General Manager (Optional)	Delivery Dept Head	CEO (Optional)		
Alswarya Ajithan	Irish Anne Silvestre	Shabaj	Ashish C.	Talha saleem	Pankaj Singh		
							

